
New Program Administrator Roundtable

<https://tinyurl.com/TitleCON2019NewAdmin>

Tricia Fields



Fayette County School Corporation
#FCSCspartanpride

Curriculum Coordinator for Fayette County Schools in Connersville

Title I	High Ability
Title II	Formative Assessment Grant
Title IV	McKinney Vento Liaison
Title V (Rural and Low)	K-12 Curriculum Coordinator
Indiana Early Literacy Grant	Assessment Coordinator
STEM Grant	

Trace Hinesley



Director of Special Programs for Huntington Co. Community Schools

Title I	High Ability
Title III	SEL Coordinator, oversee K-8 Counselors
Title IV	McKinney Vento Liaison
NESP	Foster Care Liaison
Arts and Community Outreach	K-12 Curriculum Specialist

Diane Altemeyer



Federal Programs Director for Seymour Community School Corporation

Title I	High Ability
Title II	Secured School Safety Grant
Title III	Safe Haven
Title IV	Immigrant Influx
NESP	Indiana Early Literacy Grant

#soar2x

Tricia Fields

Title Grants Timeline

Principal Checklist

Semi Annual and Time and Effort Logs

Revised	Fiscal Year	Fund#	Grant Title	Submit Date		Amendment Due		Encumber Date		Spent Date		Final Report Due	Cash Req Submit	Allocation
	2017-2018	#4117	Title I	July 1, 2017	x	May 30, 2018	x	September 30, 2018	x	September 30, 2018	x	December 30, 2018	x	X
YR2019	2018-2019	#4118	Title I	July 1, 2018	x	May 30, 2019		September 30, 2019		December 15, 2019		December 30, 2019	X	
	2016-2018	#6856	Title II	October 31, 2016	x	September 15, 2018	x	September 30, 2018	x	December 15, 2018	x	December 31, 2018	x	X
	2017-2019	#6857	Title II	September 1, 2017	x	September 1, 2019		September 30, 2019		December 15, 2019		December 31, 2019	X	
YR2019	2018-2020	#6858	Title II	August 31, 2018	x	September 1, 2020		September 30, 2020		December 15, 2020		December 31, 2020	X	
YR2019	2018-2020	#7777	Title IV	August 31, 2018	x	September 1, 2020		September 30, 2020		December 15, 2020		December 31, 2020		
	2016-2018	#6877	Title V - Rural/Low	December 15, 2017	x	August 15, 2018	x	September 30, 2018	x	December 1, 2018	x	December 30, 2018	x	X
	2017-2019	#6878	Title V - Rural/Low	December 15, 2017	x	August 15, 2019		September 30, 2019		December 1, 2019		December 30, 2019	X	
YR2019	2018-2020	#6879	Title V - Rural/Low	August 31, 2018	x	September 1, 2020		September 30, 2021		December 15, 2020		December 30, 2020	X	
	2017-2018	#3117	High Ability	October 27, 2017	x	June 1, 2018	x	June 15, 2018	x	September 30, 2018	x	July 31, 2018	x	X
YR2019	2018-2019	#3118	High Ability	September 10, 2018	x	May 1, 2019		September 30, 2019		December 15, 2019		December 25, 2019	X	
	2016-2017	#1937	Early Literacy Grant	October 20, 2016	x	September 15, 2017	x	September 30, 2017	x	December 15, 2017	x	December 31, 2017	x	X
	2017-2018	#1938	Early Literacy Grant	October 20, 2017	x	September 15, 2018	x	September 30, 2018	x	December 15, 2018	x	January 21, 2019	x	X
YR2019	2018-2019	#1939	Early Literacy Grant	October 19, 2018	x	September 15, 2019		September 30, 2019		December 15, 2019			X	
	2018-2019		Form. Assess Grant	May 21, 2018	x							April 15, 2019		
	2019-2020		Form. Assess Grant	May 1-June 3, 2019										
	2018-2019		STEM Grant	March 23, 2018	x									
YR2019	2018-2019		Jump Start	February 8, 2018	x									
	2018-2019		Monsarno	April 15, 2018	x									
	2019-2020		Monsarno	April 15, 2019										

<https://tinyurl.com/yxawygac>

<https://tinyurl.com/y4289x3n>

TITLE I CHECKLIST 2018-2019		
DUE DATE	TO DO LIST	PERSON RESPONSIBLE
June 20	Prepare back to school letter for aides to be sent two weeks before school starts	District
July 1	Title I Grant due	District
July	Parent Right to Know, School Compacts, AYP notices are updated on school websites.	Principals/Technology
August 15	All prior year funds must be spent and invoices turned in to CO	Principals/District
September	Maintain Time and Effort Log. Document in hours on a monthly basis.	District
September 30	Last day to expend prior year funds.	District
September / October	Hold Annual Meeting to review/revise Parent Involvement Policy and the School Compact. Meeting should be held before the first report cards go out in October. The revised Parent Involvement Policy document should be distributed to every parent along with the report card so we can ensure 100% of our parents receive the updates. Keep signatures!	Principals
October 30	Annual Staffing Report	District
October 30	Complete DOE Title I Monitoring checklist	Principals
October 30	Comparability Report Due	District
November 1	Amendment Period opens	District/Principals
November 15	Final Report Data Collection Due	District
December 1	Neglected/Delinquent Annual Survey due	District
December 30	Final Expenditure Report due	District
Quarterly	Quarterly Monitoring Reports Due	District
At least twice yearly	Hold 2 Parent Nights per year - Literacy or Math. Label the flyers Title I - and use a sign up sheet that includes the date and school - place in binder for monitoring. If giving door prizes, parents must sign to receive the prize. (Call if questions.)	Principals
Due in December and May	Semi Annual Certification form - done twice a year for full time Title I, II, IV, V positions. Kept in Building/District CO Binders. Let Tricia know if you've had any changes in staff so she can send you updated forms. Tricia will sign for each school.	Principals/District
April/May	Review Title I Inventory	Principals/District
April 1	Supply, equipment and parent orders using building money should be spent by April 1.	Principals/District
May 30	Title I Final Amendment Due	Principals/District

Semi-Annual Certification
Activity Report for Employees Working on a Single Cost Objective

School/District:

Federal Program: Title I

For the Six-Month Period of: July 1, 2018 – December 31, 2018

I certify that the employee(s) listed below worked 100% of their time in the above six month time period on activities authorized by the federal program stated above. **Include only staff fully funded through Title I.*

[illegible]

[illegible]

Trace Hinesley

Title I Checklists: Align with IDOE Monitoring Guide

S2S Meetings

Digital Binder

ESSA and Title I--Awareness

IDOE Monitoring Guide: Align Title I Checklists

2018-2019

LEA & School Onsite Monitoring Document

Title I, A; Title II, A; Title III, A; Title IV, A; RLIS

Every Student Succeeds Act

The Indiana Department of Education's (IDOE) Review Team will complete this document as a record of the Onsite Review of Title I, Part A; Title II, Part A; Title III, Part A; Title IV, Part A; and RLIS. It details the findings of the Review Team regarding the key focus areas identified in this protocol. If any areas are found to be in partial compliance or out of compliance, a finding will be listed on the report generated by the team from the IDOE. This report will be completed within 30 business days of the visit to the Local Educational Agency (LEA).

Access to IDOE Title Monitoring Documents as follows:

<https://www.doe.in.gov/grants/titlei/consolidated-monitoring>

Title I S2S Meeting: Accountability/Communication

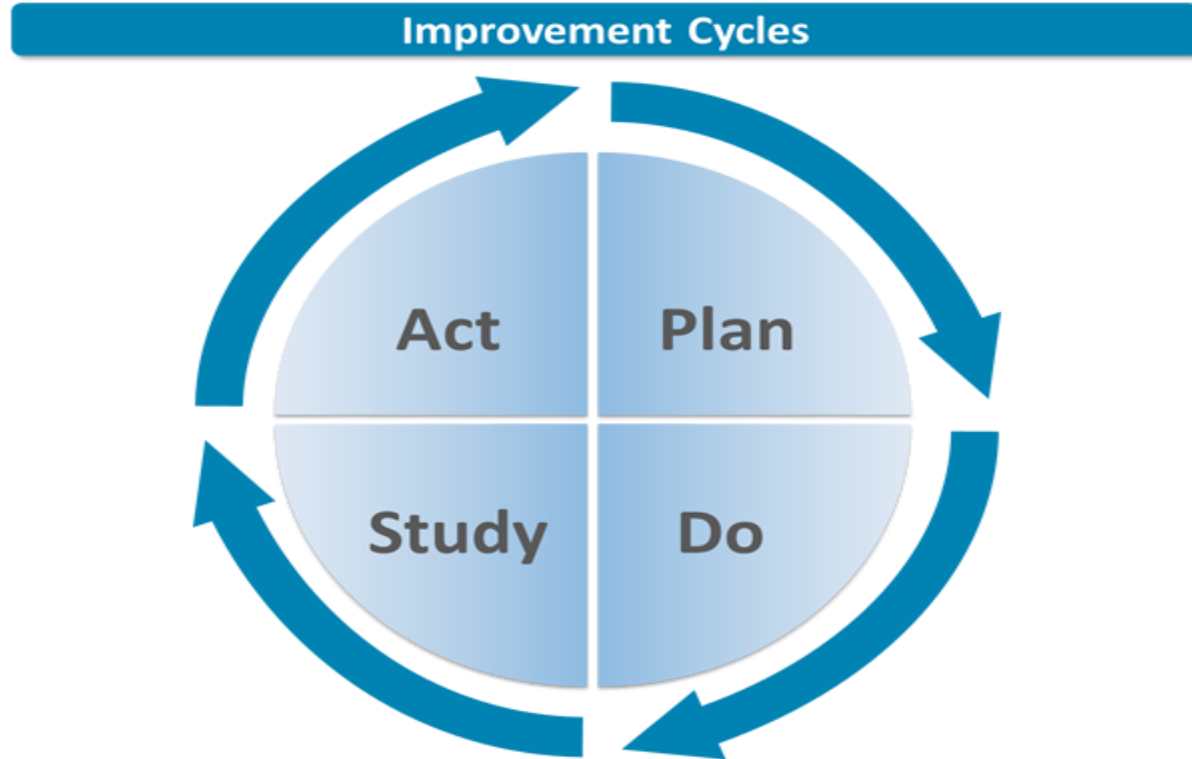
Schedule

Quarterly:

System to

System (S2S)

Meetings.



Digital Binder: Create Title I Google Folder FY

Include Subfolders as follows:

Approved Application	Foster Care	Purchase and Expenses
Complaint Procedure/Docs	Homeless	Schoolwide Prog. Reg.
Family Involvement-District	Inventory	Semi-Annual Cert/T&E
Family Involvement-School	Preschool	Other: HQ--Right to Know

Describe School Programs

All fields marked with a "*" are optional for the 2018 - 2019 school year. For school year 2019 - 2020 and beyond these fields will be required.

Describe your Title I TAS or SWP program in detail, including:

How this is "in addition to" (not in place of) regular instruction

Seymour Community School Corporation has completed all requirements for SWP. Seymour Community School Corporation offers services to students through the Title I Program by providing highly qualified, licensed Instructional Coaches to build teacher capacity and promote best practice. SCSC also employs Title I Instructional Assistants that offer the second helping of instruction and push in service. To effectively impact student achievement, Title I staff members work closely with professional learning communities and administrators to provide input that is timely and relevant to district professional development and individual school goals. All interventions in student instruction are based on data gathered through various sources (local and state assessments). Materials are purchased to support students demonstrating the most need in areas of Language Arts and Math. The coaches will work with classroom teachers modeling, coaching and providing professional development in reading and math interventions and best practice in Tier 1 instruction. The non-certified staff will be working under the direct supervision of and in close proximity to a certified teacher to support instruction and student learning.

Currently using 1221 of 2000 characters

The evidence-based parental involvement activities that will occur with eligible families

Title I parent involvement activities are based around a reading or math activity where the parent can participate with their child. The parents will learn how to engage their child in reading and/or math and at most events will receive resources to use at home. The activities involve different aspects of learning, manipulatives, verbalization, technology, writing, hands-on, etc. Parent activities are always heavily staffed with interpreters/translators for the event.

All written communications with parents are sent in English and Spanish.

SCSC Title I buildings have a digital mailing list for the Home & School Connection. Weekly newsletters are sent to parents with tips on how to help their child at home, behavior tips, literacy, math, good citizenship etc. Newsletters are sent in English and Spanish.

How the school will identify and address any disparities that result in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers

Currently using 0 of 2000 characters

How the school will support efforts to reduce the overuse of discipline practices that remove students from the classroom, which may include identifying schools with high rates of discipline, disaggregated by each subgroup of students

If LEA provides preschool within the district, how the school will support, coordinate, and integrate services under Title I with early childhood education programs at the LEA and comply with the performance standards established under section 641(a) of the Head Start Act (42 U.S.C. 9836a(a))

Currently using 0 of 2000 characters

If the school is a middle or high school, how the school will facilitate effective transitions for students from middle grades to high school, or from high school to postsecondary

Utilizing Technology to Stay Organized



Diane Altemeyer

Boomerang for Email

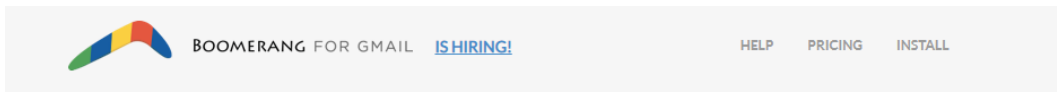
Siri

Transact - Parent Notifications

IDOE - Weekly Updates

Boomerang - Email Extension

Boomerang Email

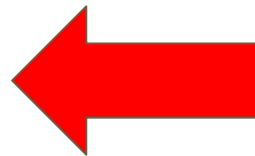


Schedule an email to be sent later. Easy email reminders.

Boomerang for Gmail lets you take control of when you send and receive email messages.

Add this to your Gmail!

For Firefox 38+, Chrome 5.0+, Safari 5.1+, Opera 15+, and Edge 39+. Works with Gmail and G Suite (Google Apps) email.

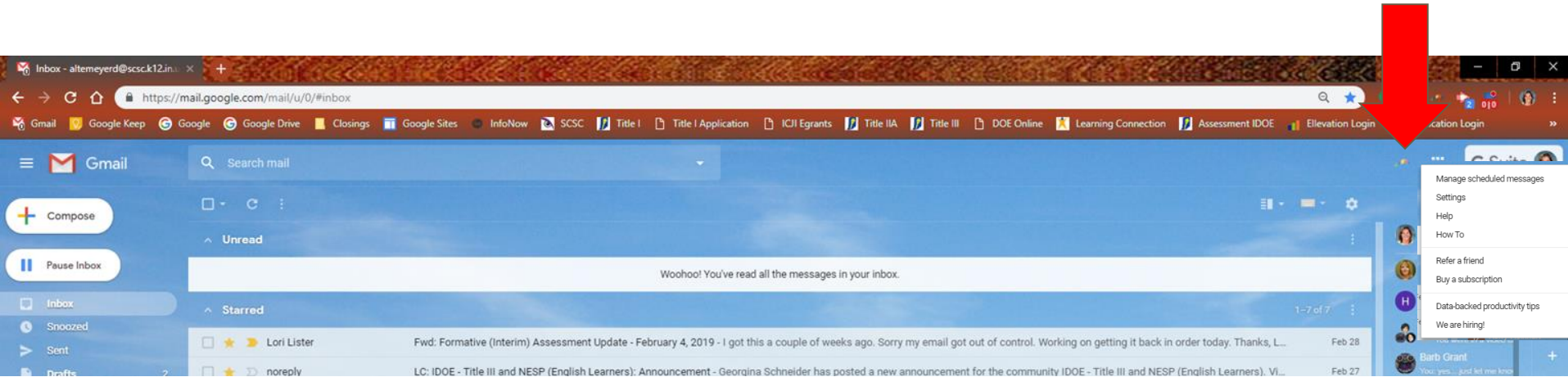


"Ugh. Boomerang by @baydin is awesome. Finally have the elusive Inbox Zero within my grasp.."

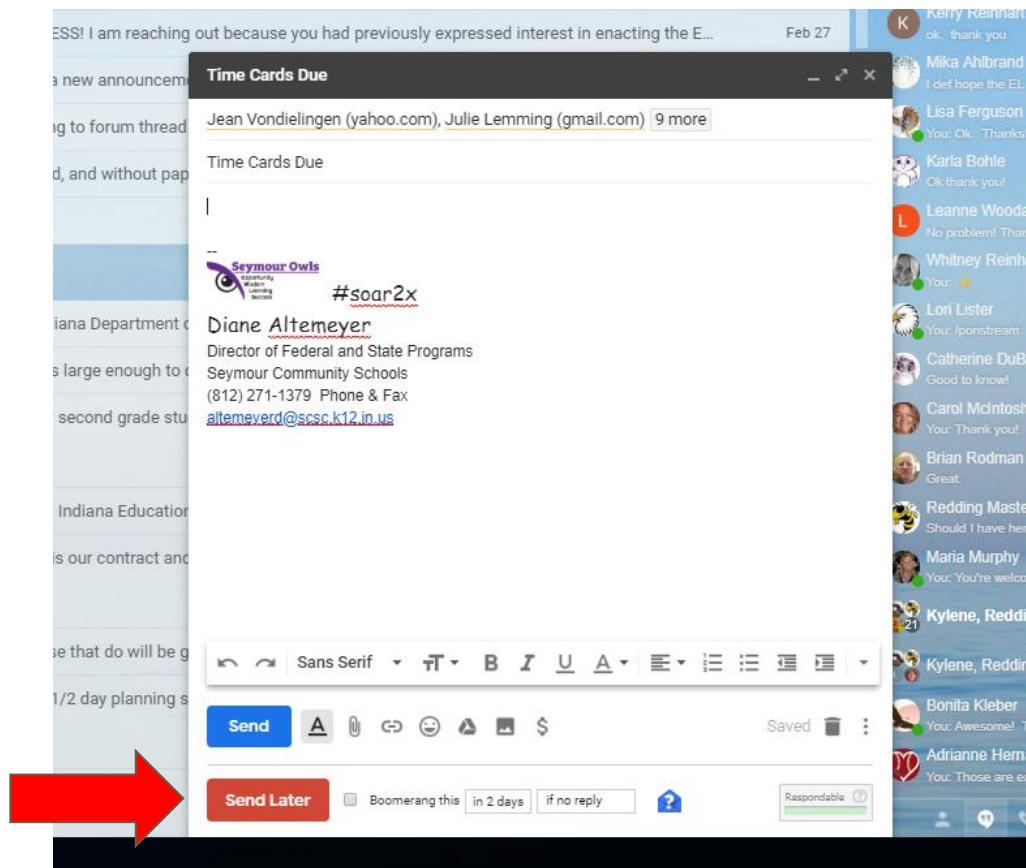
Reuben Metcalfe



Boomerang - Email Extension



Boomerang - Email Extension



Siri - Personal Assistant

Send Yourself Email as Reminder

Can read your email to you while driving

Compose email you need to send and save as draft so you can proofread before sending

Create calendar events

Set an alarm to remind you to do something

Dial phone calls

Siri - Personal Assistant

Location based reminders - *remind me to check my email when I get home*

Search email - *find emails from*

Contacts - *Remember Jane Doe is my Superintendent, then you can ask Siri to*
“call my Superintendent”

Make lists - To Do List, Supply List - *Add glue to my supply list*

Remind me later - *remind me at 4:00 to pick up supper*

TransACT - Parent Notices

Transact

The IDOE has partnered with TransACT to help with Parent and Family Engagement requirements and to meet the Civil Rights obligations of schools in working with Limited English Proficient families and English Learner students across the state of Indiana.

TransACT - Parent Notices

TransACT:

IDOE provides access to this online subscription service.

TransACT helps schools and corporations comply with Federal parent notification requirements in multiple languages, as well as guidance and resources for compliance with federal parent and family engagement requirements.

Weekly Updates from the IDOE

Get all the information from the IDOE through the weekly update email.

Working Together for Student Success

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PROGRAMS DIRECTORY EVENTS NEWS DATA RESOURCES FOR...

NEWS / DR. MCCORMICK'S WEEKLY UPDATE

Dr. McCormick's Weekly Update

Posted: Mon, 01/23/2017 - 2:32pm Updated: Fri, 03/08/2019 - 8:07am

 [Click here to receive weekly updates from the Indiana Department of Education.](#)

January

- [01/25/2019](#)
- [01/18/2019](#)
- [01/11/2019](#)
- [01/04/2019](#)

February

- [02/22/2019](#)
- [02/15/2019](#)
- [02/08/2019](#)
- [02/01/2019](#)

March

- [03/08/2019](#)
- [03/01/2019](#)

[Dr. McCormick's Weekly Update Archive](#)



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- [Video](#)
- [RSS Feed](#)

Contact

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abaker@doe.in.gov

Q & A

Time for your questions....

How can we help?

Contact Information

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